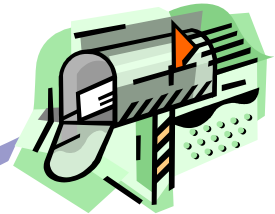


# ECF MAILGRAM



May 4, 2004

Volume 1, Issue 1

## E-Filing News from the Northern District of Iowa

This ECF Mailgram is the first in a series of newsletters from the U.S. District Court, Northern District of Iowa. The ECF Mailgram will be sent to you as events occur that we feel would be helpful to you



### Error Correction—**ADDITIONAL CONTACT INFORMATION**

We have received requests that e-mails involving corrections to pleadings or other papers filed electronically via ECF be directed to someone other than the lead attorney or attorney whose login was used.

If you prefer to have e-mails pertaining to corrections directed to another member of your staff, please list their e-mail address as an alternative contact within the signature block of your pleading. If such a contact is listed, we will contact them directly to remedy any filing errors.

s/ Registered Attorney  
Attorney for (Plaintiff/Defendant)  
ABC Law Firm  
Street Address  
City and State  
Telephone  
Fax  
Attorney E-mail address:

***Direct Contact Email Address:***

## REMINDER: Attention Criminal Defense Attorneys

You are invited to attend a meeting on criminal practice and procedure in the United States District Court for the Northern District of Iowa (Cedar Rapids, Waterloo and Eastern Dubuque Divisions). The meeting will be held Thursday, May 6 at 4:30 p.m. in the Third Floor Court Room, Federal Courthouse, 101 1st Street SE, Cedar Rapids, Iowa. We expect the meeting to last about one hour. We will be discussing issues of mutual concern including CM/ECF, accessing the hearing/trial schedules on CM/ECF, trial scheduling, sentencings and supervision.